

<b>AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT</b>			1. CONTRACT ID CODE	PAGE 1 OF 1 PAGES
2. AMENDMENT/MODIFICATION NUMBER A001		3. EFFECTIVE DATE See Item 16C.	4. REQUISITION/PURCHASE REQUISITION NUMBER PR9900662	5. PROJECT NUMBER (If applicable)
6. ISSUED BY Procurement Unit U.S. Consulate Fukuoka Ohori 2-5-26, Chuo-ku, Fukuoka City, Fukuoka, ZIP810-0052 Japan		7. ADMINISTERED BY (If other than Item 6) See Item 6.		
8. NAME AND ADDRESS OF CONTRACTOR (Number, street, county, State and ZIP Code)		<input checked="" type="checkbox"/> 9A. AMENDMENT OF SOLICITATION NUMBER 19JA25-21-Q-0077 <input checked="" type="checkbox"/> 9B. DATED (SEE ITEM 11) 05/17/2021 <input type="checkbox"/> 10A. MODIFICATION OF CONTRACT/ORDER NUMBER <input type="checkbox"/> 10B. DATED (SEE ITEM 13)		
CODE		FACILITY CODE		

### 11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

☒ The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers ☐ is extended. ☒ is not extended.

Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods:

(a) By completing items 8 and 15, and returning 1 copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or electronic communication which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by letter or electronic communication, provided each letter or electronic communication makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (If required)  
n/a

### 13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NUMBER AS DESCRIBED IN ITEM 14.

CHECK ONE	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NUMBER IN ITEM 10A.
<input type="checkbox"/>	
<input type="checkbox"/>	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation data, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
<input type="checkbox"/>	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
<input type="checkbox"/>	D. OTHER (Specify type of modification and authority)

**E. IMPORTANT:** Contractor ☐ is not ☐ is required to sign this document and return \_\_\_\_\_ copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)

Request for Quotations (RFQ) 19JA25-21-Q-0077 is hereby amended to reflect changes on page 5 through 10 of the SOW, effective the date of the Contracting Officer's signature.

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) Andrew T. Staples Contracting Officer	
15B. CONTRACTOR/OFFEROR	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA	16C. DATE SIGNED 05/27/2021
(Signature of person authorized to sign)		(Signature of Contracting Officer)	

Previous edition unusable

SECTION A: PRICES

A.1 The Contractor shall complete all work, including furnishing all labor, material, equipment and services required under this purchase order for the following firm fixed price and within the time specified. This total price shall include all labor, materials, all insurances, overhead and profit.

<b>PAINTING</b> - Section 2 of SOW	
Material	(1)
Labor	(2)
<b>CLEANING</b> - Section 3, 4 of SOW	
Material and Labor	(3)
<b>GENERAL MAINTENANCE</b> - Section 5, 6, 7, 8 of SOW	
Material	(4)
Labor	(5)
<b>CEILING FAN</b> - Section 9 of SOW	
Material	(6)
Labor	(7)
<b>BATHROOM REPAIR</b> - Section 10 (Option 1) of SOW	
Material	(8)
Labor	(9)
<b>WOOD FLOORING INSTALLATION</b> - Section 11 (Option 2) of SOW	
Material and Labor	(10)
<b>MASTER BEDROOM</b> - Section 12 (Option 3) of SOW	
Material	(11)
Labor	(12)
<b>WOODEN DUCT REPAIR</b> - Section 13 (Option 4) of SOW	
Material and Labor	(13)
<b>ACCORDIAN DOOR REMOVAL</b> - Section 14 (Option 5) of SOW	
Material and Labor	(14)

(a) Base Work (1) ~ (7) : \_\_\_\_\_

(b) Option Work (8) ~ (14) : \_\_\_\_\_

Option 1, (8) + (9) : \_\_\_\_\_

Option 2, (10) : \_\_\_\_\_

Option 3, (11) + (12) : \_\_\_\_\_

Option 4, (13) : \_\_\_\_\_

Option 5, (14) : \_\_\_\_\_

**Base and Option Work Total :**  
**(a) + (b)** \_\_\_\_\_

A.2 The U.S. Consulate Fukuoka is exempt from Japanese consumption taxes; therefore, such taxes shall not be included in the price nor charged on invoices. After receipt of the Contractor's invoice, the U.S. Government will provide the Contractor with a signed Certificate of Tax Exemption Purchase for Foreign Establishments.

(For non-Designated Stores, please visit the following link for registration: [https://www.mofa.go.jp/mofaj/ms/po/page22\\_003420.html](https://www.mofa.go.jp/mofaj/ms/po/page22_003420.html))

A.3 Offers and Payment in U.S. dollars: U.S. firms are eligible to be paid in U.S. dollars. U.S. firms desiring to be paid in U.S. dollars should submit their offers in U.S. dollars. A U.S. firm is defined as a company which operates as a corporation incorporated under the laws of a state within the United States.

Foreign firms: Any firm, which is not a U.S. firm, is a foreign firm. Any firm that does not meet the above definition of U.S. firm shall submit its prices and receive payment in local currency, Japanese Yen.

## ATTACHMENT 1

### Statement of Work for Summer Make-Ready Services Residence AW

1.	GENERAL .....	3
1.1.	Scope of Work .....	3
1.2.	Standards .....	3
1.3.	Materials .....	3
1.4.	Debris .....	3
1.5.	Approvals .....	3
1.6.	Warranty .....	3
1.7.	Dimensions.....	3
1.8.	Discrepancies .....	3
2.	PAINTING.....	4
2.1.	General.....	4
2.2.	Interior Painting .....	4
2.3.	Exterior Painting.....	4
2.4.	Interior Wood Painting .....	4
2.5.	Exterior Wood Painting.....	4
2.6.	Distribution Panel Painting .....	4
3.	DUCT CLEANING.....	4
3.1.	General.....	4
3.2.	Machine Rooms .....	5
3.3.	Kitchen Ducts .....	5
3.4.	Utility and Bathroom Ducts .....	5
4.	INTERIOR AND EXTERIOR CLEANING .....	5
4.1.	General.....	5
4.2.	Wooden Floor Cleaning.....	5
4.3.	Furniture Cleaning.....	5
4.4.	Equipment Cleaning.....	5

4.5.	Bathroom Cleaning .....	6
4.6.	Balcony Cleaning .....	6
4.7.	Curtain Cleaning.....	6
4.8.	Window Cleaning .....	6
4.9.	Light Fixture Cleaning.....	6
4.10.	Exterior Cleaning .....	6
4.11.	Wooden Surface Cleaning.....	6
4.12.	Blind Cleaning.....	6
5.	CAULKING.....	6
6.	SCREENS AND CURTAINS .....	6
7.	YARDS.....	7
8.	CARPETS .....	7
9.	CEILING FAN .....	7
10.	OPTION 1: BATHROOM RENOVATION .....	7
10.1.	Lower Cabinets.....	7
10.2.	Upper Cabinets/Mirror .....	7
10.3.	Sinks .....	8
10.4.	Counter Tops.....	8
10.5.	Plumbing .....	8
10.6.	Wooden Towel Rails.....	8
11.	OPTION 2: WOOD FLOOR INSTALLATION .....	8
11.1.	Materials .....	8
11.2.	Locations .....	8
11.3.	Stairs.....	8
11.4.	Installation .....	9
12.	OPTION 3: MASTER BEDROOM LIGHTING .....	9
13.	OPTION 4: WOODEN DUCT REPAIR .....	10
14.	OPTION 5: POCKET DOOR INSTALLATION.....	10

## **1. GENERAL**

### **1.1. Scope of Work**

The Contractor shall perform townhouse make-ready services for AW residence at the U.S. Consulate Fukuoka, located at 2-5-26, Ohori, Chuo-ku, Fukuoka, Japan, in accordance with the terms and conditions of Request for Quotations No. 19JA25-21-Q-0077.

### **1.2. Standards**

All work required under this contract shall be accomplished in accordance with Japan Architectural Specification Standard (JASS). All work required under this contract shall be performed in a professional manner of the respective trade. The Contracting Officer's Representative (COR) and/or COR's designee shall perform QA/QC inspection on contracted work at-any-time basis. Any found deficiencies and/or discrepancies against contract work requirement and specifications shall be corrected accordingly by the Contractor at no additional cost to the Consulate.

### **1.3. Materials**

All materials and labor shall be furnished by the Contractor unless otherwise stipulated herein. Quality of all materials to be used for all required work shall meet or exceed Japan Industrial Standard (JIS).

### **1.4. Debris**

The Contractor shall be responsible for keeping the work areas clean and neat. After completion of work, the Contractor shall clean the work areas and leave it in a vacuum-clean condition. The Contractor shall dispose of all debris left over from the contracted work outside the Consulate in accordance with applicable local codes for industrial waste disposal, unless otherwise stipulated herein.

### **1.5. Approvals**

Prior to work commencement on the job site, the Contractor shall submit to the COR for approval material samples, shop drawings, color samples, and a work schedule as requested.

### **1.6. Warranty**

The Contractor shall guarantee all the work completed and any materials supplied by the Contractor under this contract one (1) year from the date of acceptance against any defects.

### **1.7. Dimensions**

It is the Contractor's responsibility to verify all dimensions and any site conditions. The Contractor shall notify the COR of any discrepancies or inconsistencies between the plans and the site conditions before work occurs and alters the existing conditions.

### **1.8. Discrepancies**

It is the Contractor's responsibility to notify the COR of any discrepancies between the plans and the specifications or any requirements identified in the contract prior to the commencement of work. If any such discrepancies are identified after the commencement of work, the COR will decide which detail or statement is most beneficial to the USG and that detail or statement will be implemented by the Contractor at the Contractor's expense.

## **2. PAINTING**

### **2.1. General**

The Contractor shall temporarily relocate the furniture and protect to prevent from dust and oil paint if necessary. The Contractor shall return furniture back to the designated location upon completion of the make-ready services. The designated location will be instructed by the Contracting Officer's Representative (COR). The Contractor shall note that there is no storage space provided by the U.S. Consulate Fukuoka.

### **2.2. Interior Painting**

Painting of the interior walls and the ceiling of all painting surfaces: 6,674 sqf (620 m<sup>2</sup>)  
The Contractor shall repair cracks, fill in screw holes, and prepare the surface so that it is flat and smooth. The Contractor shall use Nihon Paint: Aude coat G: P.G.09SQ-61 or equivalent approved by COB. The Contractor shall install temporary scaffolding in areas with high ceilings to facilitate painting.

### **2.3. Exterior Painting**

Oil painting of the roof of the back yard storage shed, the two machine room doors/frames on the residence roof, inside and out and back door of the back yard: The Contractor shall remove rust and stains from the steel doors and frame, as well as the roof of the back yard storage shed and the two machine room doors on the residence roof, inside and out. The Contractor shall properly prepare all surfaces before painting them. The Contractor shall use an oil paint approved by COR to paint the inside and outside of the steel doors.

### **2.4. Interior Wood Painting**

The Contractor shall use a clear polyurethane resin to re-finish all wooden doors, the staircase, handrails, base boards, window frames, ceiling around entrance, bay window in the living room and rail floor of entrance. The Contractor shall repair scratches and properly prepare all wooden surfaces.

### **2.5. Exterior Wood Painting**

The Contractor shall paint outdoor wooden door, fence and wooden deck. The Contractor shall use the Xyladecor Parisanda #108 or equivalent approved by the COR.

### **2.6. Distribution Panel Painting**

The Contractor shall paint the electric distribution panels, operation panels and conduits around panels in the storage. The Contractor shall remove rust and stains from the panels and frames and properly prepare all surfaces before painting them. The Contractor shall use an approved oil paint.

## **3. DUCT CLEANING**

### **3.1. General**

The Contractor shall perform cleaning service of HVAC ducts, including supply and return ducts. The Contractor shall remove dust and shall be responsible for preventing micro dusts from blowing out of the duct after the cleaning. The Contractor shall use glue to fix the micro dusts to the wall of duct.

3.2. Machine Rooms

The Contractor shall perform cleaning of indoor units in the machine room in the roof. The Contractor shall replace the insulation materials in the three chamber boxes on the indoor unit. The Contractor shall perform cleaning of total two pieces of OA mixing box frames.

3.3. Kitchen Ducts

The Contractor shall perform cleaning service and remove oil stains of following areas in kitchens:

- Range hood above the electric ranges
- Exhaust fan in the duct
- Ventilation fan near the skylight

3.4. Utility and Bathroom Ducts

The Contractor shall perform cleaning of duct of the clothes dryer in the utility room. The Contractor shall perform cleaning of exhaust ducts and vents in all bathrooms of each residence.

**4. INTERIOR AND EXTERIOR CLEANING**

4.1. General

The Contractor shall protect furniture from damage when moving. All other surfaces, equipment, and furniture must be protected when cleaning specific areas as outlined herein.

4.2. Wooden Floor Cleaning

The Contractor will wax on all wooden floor surfaces, using wax appropriate for the flooring. ~~The Contractor will wax all ceramic/tile surfaces, using wax appropriate for the ceramic/tile.~~

The Contractor shall remove the existing wax, then wax three times in the following areas:

- 1st Floor: Living Room, Dining Room, Entrance Front Edge (Agari-Kamachi area), Family room (wooden flooring area)

4.3. Furniture Cleaning

The Contractor shall clean the furniture in all rooms of the residence. The furniture includes sofas, chairs, mirrors, table, lamps, chairs, bookcases, shelves, drawers, mattresses, etc. For furniture with fabric surfaces, the Contractor shall first remove stains and perform high temperature/high pressure cleaning on fabric surface or other approved methods. Contractor is responsible to ensure that no damage is done to fabric surfaces or furniture in general.

4.4. Equipment Cleaning

For the kitchen and utility area, the Contractor shall clean/remove of stains (including oil stains) inside and outside of the equipment as follows:

- Cabinets
- Sinks
- Electric ranges
- Microwaves
- Refrigerators/Freezers
- Dishwashers
- Clothes washers and dryers



**4.5. Bathroom Cleaning**

For bathroom areas, the Contractor shall clean the tile of walls/floors, mirrors, cabinets, toilets in all bathrooms and shower rooms. Exceptions are any components or surfaces that will be replaced as a part of this make-ready.

**4.6. Balcony Cleaning**

The Contractor shall clean the concrete floors in the 2nd floor balcony. The Contractor shall remove dust/leaves first, then perform high pressure water cleaning on the floor. This cleaning includes cleaning of the drains in balcony.

**4.7. Curtain Cleaning**

The Contractor shall clean all curtains and sheer curtains. The curtains shall be temporary removed before painting service then re-installed in the original location after cleaning. Replace any missing curtain hooks and provide 10 spare hooks.

**4.8. Window Cleaning**

The Contractor shall clean the inside and outside of all windows and doors, including the sunroom windows, skylights, and windows in stairwells.

**4.9. Light Fixture Cleaning**

The Contractor shall clean all lighting fixtures in all rooms. The cleaning will be wet wiping of casing.

**4.10. Exterior Cleaning**

The Contractor shall clean the inside of storage in the back yard. The Contractor shall clean the concrete wall in the back yard, the step stones and siding walls in the entrance area. Concrete wall cleaning will be done using high pressure water cleaning.

**4.11. Wooden Surface Cleaning**

The Contractor shall clean all wooden ceiling and beams. (wet wiping). In rooms with open beam ceilings, the Contractor shall remove pitch on the wooden ceiling and beams.

**4.12. Blind Cleaning**

The Contractor shall clean all window blinds.

**5. CAULKING**

The Contractor shall remove the existing silicon caulking and apply new silicone caulking that is appropriate for the location in the following areas:

- Bathtub, shower room and wall corners
- Wash basins
- Indoor wooden frame of doors and windows
- Re-caulking on the glass roof sunroom

**6. SCREENS AND CURTAINS**

Contractor will inspect all screens for severe damage. If found, the Contractor shall attempt to repair all damage; if repair is not feasible, damaged window screens, window roll screens, drape

curtains, sheer curtains, and curtain rails will be replaced. The Contractor shall use the following model or equivalent approved by COR:

- Drape curtain: RIRICARA K.K. Model FD51369
- Double curtain rails: TACHIKAWA gear-drive system

## **7. YARDS**

Remove and dispose of any debris in the outside areas of the residences. Clean decks, balconies, and patio surfaces using pressure washer.

## **8. CARPETS**

The Contractor shall replace all existing carpet. The contractor shall remove and dispose of existing carpets. The new carpet will be the following model or equivalent approved by COR. Replace the felt cushion under the carpet. The measurements below are estimates; the contractor is responsible for measuring all rooms.

Mfg.: SUMINOE K.K. Model: LK5002 roll carpet

Replace carpets in the following areas:

- 1<sup>st</sup> Floor Bedroom
- 2<sup>nd</sup> Floor Study
- 2<sup>nd</sup> Floor Master Bedroom and closet
- 2<sup>nd</sup> Floor Bedrooms and closet (2)
- 2<sup>nd</sup> Floor hallway
- Stairs and landings (2)

## **9. CEILING FAN**

The Contractor shall replace the existing ceiling fan in the sunroom. The fan will be the same manufacturer and model as the living room, or an equivalent approved by the COR. The ceiling fan will be equipped with a wireless remote controller for operation. The color shall be white or ivory. The Contractor shall remove the existing wired fan controller on the wall, cover the hole, and repair the surface to a smooth finish that blends in with the wall.

- Mfg.: Panasonic. Model No.: SP-7092. Size: 110cm diameter

## **10. OPTION 1: BATHROOM RENOVATION**

All bathrooms in the residences listed as part of this SOW will be remodeled except as noted below. Model and material will be approved by COR before purchase/installation.

### **10.1. Lower Cabinets**

Replace door handles on cabinets with wooden or modern style. Install shelf inside lower cabinet to better use space.

### **10.2. Upper Cabinets/Mirror**

In all full bathrooms, replace existing cabinet/mirror. Install Toto Octave Swing Three-sided mirror or similar. Connect to electrical system inside the wall space. For half-bathrooms that

do not have an upper cabinet (main floor of each residence), leave existing mirror in place.

**10.3. Sinks**

Install undercounter sinks and new countertop. Install new faucets. Faucets will be single hole, mixing cold and hot water, with a pull rod to plug the drain hole of the sink.

**10.4. Counter Tops**

New countertops will be installed. Appropriate backsplashes will be installed that match the countertop. Material: Dupont Corian

**10.5. Plumbing**

All hot and cold-water plumbing, as well as drainage plumbing inside the cabinet, will be replaced. Material used will be approved by COR.

**10.6. Wooden Towel Rails**

Replace all rectangular wooden towel rails with rounded rails. New rails will either be wood or polished chrome. Rails must be screwed into studs in wall or otherwise securely fastened. Readymade design to be approved by COR.

**11. OPTION 2: WOOD FLOOR INSTALLATION**

**11.1. Materials**

Flooring material to be installed will be the following product or equivalent approved by COR before purchase/installation. Contractor is responsible for all measurements of rooms. Pricing for this option should reflect that the work in Section 8 CARPETS above will not be performed if this option is approved.

Manufacture: K.K. Nissin Ikusu

Model: Oak wood 90mm/thickness 15mm wide finger joint

Surface: Matte Urethane

**11.2. Locations**

Remove carpet and install wood flooring in the following areas:

- 1<sup>st</sup> Floor Bedroom
- 2<sup>nd</sup> Floor Study
- 2<sup>nd</sup> Floor Master Bedroom and closet
- 2<sup>nd</sup> Floor Bedrooms and closet (2)
- 2<sup>nd</sup> Floor hallway
- Stairs and landings (2)

Exempted: 2<sup>nd</sup> Floor storage room will keep existing carpet

**11.3. Stairs**

Remove carpet from existing stairs. Install wooden treads that match the flooring used in other rooms. Install anti-skid carpeting mats on wooden stairs, using double-sided carpet

tape or similar in order to prevent mats from moving. Ensure that carpeting mats are installed such that they are flat, with no loose edges. Example images of wooden stair tread and carpet pad:



#### 11.4. Installation

Existing carpet and parquet flooring will be removed and disposed. Adhesive will be removed as necessary. Sub-floor surface will be prepared to a sufficiently flat level to ensure that flooring can be applied without gaps or flexing of the flooring after installation. For all areas listed in 11.2, cushioning material will be installed on the sub-floor surface before installation of wood flooring to dampen noise. The top surface of the wood flooring will be flush with tile, thresholds, or other transition surfaces at all locations.

### 12. OPTION 3: MASTER BEDROOM LIGHTING

Install two lights in Master Bedroom at the top of the north side wall. **The style of light should be similar to:**



**The final location and style of lights will be approved by COR.** Install light switch to control ceiling lights next to the door to the study. **Wiring will be installed inside of the wall.**

**13. OPTION 4: WOODEN DUCT REPAIR**

Repair wooden slats on 1<sup>st</sup> floor ceiling ductwork where they have warped and come loose.

**14. OPTION 5: POCKET DOOR INSTALLATION**

Remove plastic accordion door **at master bathroom entrance**. Replace with sliding pocket door **with latch**. **Reframe doorway as necessary**.